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Executive Board of the
United Nations Development Programme and
of the United Nations Population Fund
First regular session 1998
19-23 January 1998, New York
Item 1 of the provisional agenda

DRAFT WORK PLAN FOR THE EXECUTIVE BOARD IN 1998

INTRODUCTION

1. In its decision 96/25, the Executive Board decided, inter alia, to introduce an annual work plan for the Executive Board. The present document contains a list of priority issues for UNDP and UNFPA for 1998, and proposes a draft work plan for the Executive Board, taking into account these priority issues as well as the legislation and guidelines established by the Executive Board and discussions held at the third regular session 1997 of the Executive Board.

UNDP

2. For UNDP, the biennium 1998-1999 will be one of implementation and consolidation of legislation adopted and initiatives taken during the current biennium. Priority will be given to implementation of the change management process and the new programming framework, as well as the mobilization of support and resources for poverty eradication programmes. Within the change management process, the focus will be on three major areas: enhanced country focus; effectiveness and impact; and efficiency, accountability and good management.

3. As decided by the Executive Board in 1996, the reports on special funds managed by UNDP are considered on a rotational basis. In 1998, it is proposed that the Board review the report on the United Nations Volunteers.

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UNFPA

4. UNFPA priorities for 1998 are fivefold: (a) to increase the Fund's resource base on a more predictable, assured and continuous basis; (b) to continue to evaluate and to increase the effectiveness of programmes throughout the world; (c) to continue to implement new programme priorities and the new approach for resource allocation as contained in Executive Board decisions 95/15 and 96/15, respectively; (d) to improve the manner in which the Fund's programmes address absorptive capacity and resource utilization in programme countries; and (e) to collaborate in the implementation of United Nations system-wide reform efforts. UNFPA will also collaborate with other relevant bodies in preparing for the ICPD + 5 initiatives scheduled for 1999.

UNDP PRIORITY ISSUES FOR 1998

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Implementation of UNDP 2001	UNDP 2001: Progress report and strategy for implementing next steps, ensuring synergy with the United Nations Reforms (97/15, para. 21)	Oral	First and annual
	Analysis of the introduction of subregional resource facilities (97/15, para. 16)	Official	Annual
B. Implementation of the new programming framework	Implementation strategy for each regional cooperation framework, including performance measurement methodology and timetable for mid-term appraisal	Official	First
	Review of implementation of the programming cycle	Official	Third
	Analysis of results in accelerating programme delivery and strategic options for the future	Official	Third
C. Ensuring programme quality	Strategy for narrowing UNDP priority areas of focus, building on the September 1997 workshop	Official	First
D. Funding strategies and outreach	Strategy for increasing UNDP core resources and creating a more sustainable funding base	CRP	First
	Assessment of lessons learned in mobilizing core as well as non-core resources and strategic options for the future	Official	First
	Options for improving the UNDP communication and information policy as a tool for mobilizing resources and increasing public awareness of UNDP value-added and impact	Official	Annual

UNFPA PRIORITY ISSUES FOR 1998

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Increase resource base	Further develop resource strategy	Official a/	Annual
	Explore innovative funding mechanisms		
	Explore ways to ensure stable, predictable income		
B. Operationalization of core programme areas	Focus on adolescent reproductive health	Official a/	Annual
	Implement information strategy and advocacy activities	Oral	Annual
	Translate into specific activities at country level	Official b/	Second and third
	Promote involvement of national non-governmental organizations	Official a/	Annual
	Conduct thematic and programme evaluations	Official	Annual
C. Implementation of resource allocation approach	Country programming process	Official b/	Second, third and annual
D. Strengthening of internal oversight, audit and accountability	Increase number and quality of management audits and policy application reviews	Official a/	Annual
E. Preparations for ICPD + 5	Status report on preparations	Oral c/	Second and annual
F. Study of absorptive capacity and resource utilization in programme countries	Recommendations on concrete operational measures	Official	Annual

a/ Reported on in the context of the annual report.

b/ Reflected in country programmes and in the annual report.

c/ May be taken up at the second regular session and/or annual session.

EXECUTIVE BOARD OF UNDP/UNFPA

TENTATIVE AGENDA FOR 1998

Table 1. First regular session 1998 (19-23 January 1998)

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
				Election of the Bureau
	Official (DP/1998/L.1)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the third regular session 1997
	Official	I		Decisions adopted by the Executive Board in 1997
	CRP[a]	A	½ day	Annual work plan 1998 for UNDP/UNFPA Executive Board (96/25)
				UNFPA/UNDP SEGMENT
2	Official	A/I		Updated overview of implementation of recommendations of the Board of Auditors (97/2 and 97/3)
				UNFPA SEGMENT
3	Official	A	½ day	UNFPA: COUNTRY PROGRAMMES AND RELATED MATTERS

[a] An official report will be prepared in-session on the basis of the conference room paper.

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
				UNDP SEGMENT
4				UNDP 2001:
	Oral	I	½ day	Follow-up to decision 97/15 - Progress report
	Official	A		Narrowing the focus (97/15)
5				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	1 day	Implementation strategy papers for regional cooperation frameworks (97/9)
				Country cooperation frameworks
				Assistance to Myanmar (96/1)
6				RESOURCE MOBILIZATION
	CRP	A/I	1½ days	UNDP resources and funding strategy options: "Towards a sustainable funding strategy for UNDP"
	CRP	I		Review of round-table process
	Official	A		Review of modalities of non-core resources (96/44) including follow-up to 97/15 para. 23
7			½ day	OTHER MATTERS
				UNDP/UNFPA/UNICEF JOINT SESSION
	Oral	I	½ day	Exchange of views on the impact of overall United Nations reform on the funds and programmes

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 2. Second regular session 1998 (20-24 April 1998)

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.2)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the first regular session 1998 Decisions adopted by the Executive Board at its first regular session 1998
				UNDP/UNFPA SEGMENT
2	Official	A	½ day	REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL
				UNDP SEGMENT
3	Official	A	1 day	Country cooperation frameworks and related matters
				UNFPA SEGMENT
4	Official	A	1½ days	Country programmes and related matters
5				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Oral	I	¼ day	Criteria and mechanisms for budget adjustments in the event of any significant shortfall in income (97/26)
6				TECHNICAL SUPPORT SERVICES
	Oral	I	½ day	Review of "Report on an assessment of the TSS specialist posts at headquarters and regional levels" (97/27)
7				STAFF TRAINING ACTIVITIES
	Oral	I	¼ day	Status report on the implementation of evaluation recommendations (97/29)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
8				RESOURCE MOBILIZATION
	Official	A	½ day	Consequences of resource shortfalls in achieving ICPD goals (97/29)
9				OTHER MATTERS including:
	Oral	I	¼ day	Update on Coordinating Committee on Health

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 3. Annual session 1998 (8-19 June 1998)

(10 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.3)	A		Provisional agenda, annotations, list of documents/work plan
	Official	A	½ day	Report on the second regular session 1998
				Decisions adopted by the Executive Board at its second regular session 1998
				UNDP SEGMENT
2				ANNUAL REPORT OF THE ADMINISTRATOR
	Official	A		Introduction by the Administrator
	Official	A		Main programme record, including reporting on special funds
	Official	I		Assistance to the Palestinian people
	Official	I	2 days	The United Nations New Agenda for Development in Africa and the Special Initiative for Africa
	Official	I		Reports of the Joint Inspection Unit
3	CRP			Statistical annex
			½ day	UNDP 2001: Follow-up to decision 97/15, para. 16 (Interim report on SURFs)
4	Official	I	½ day	EVALUATION
5	Official	I/A	½ day	UNITED NATIONS VOLUNTEERS
6	Official	I	½ day	COMMUNICATION AND INFORMATION POLICY
				Follow-up to decision 97/17 (para. 10)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
7				UNITED NATIONS OFFICE FOR PROJECT SERVICES
	Official	A	½ day	Report on the United Nations Office for Project Services (96/33)
	Official			Report on follow-up on recommendations of the Board of Auditors on UNOPS (97/23)
				UNDP/UNFPA/UNOPS SEGMENT
8	Official	A	½ day	Reports on internal oversight
				UNFPA SEGMENT
9	Official	I	1½ days	REPORT OF THE EXECUTIVE DIRECTOR FOR 1997
				Introduction by the Executive Director
				Programme priorities and implementation
				Resource mobilization
				Global Contraceptive Commodity Programme/Global Initiative on Contraceptive Requirements
				Regional overview
				Statistical annex
10	Official	A	½ day	ABSORPTIVE CAPACITY AND FINANCIAL RESOURCE UTILIZATION (96/27)
11	Official	A	½ day	WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY
12	Official	I	½ day	PERIODIC REPORT ON EVALUATION
13	Oral	I	¼ day	INFORMATION AND COMMUNICATION STRATEGY
				Implementation of decision 97/13
14	Oral	I	¼ day	REPORT ON STATUS OF THE COORDINATING COMMITTEE ON HEALTH
15			½ day	OTHER MATTERS including:
				Briefing on UNAIDS
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* NOTE: A Special Event on 1998 State of World Population report will be organized by UNFPA for half a day.

Abbreviations: A = action; CRP = conference room paper; I = information; and ICPD = International Conference on Population and Development.

Table 4. Third regular session 1998 (14-18 September 1998)

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.4)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the annual session 1998
				Decisions adopted by the Executive Board at the annual session 1998
	CRP	I		Outline for Executive Board work plan 1999
				UNDP SEGMENT
2				UNDP 2001: Progress report
3				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I/A		Report on the implementation of the budget for biennium 1998-1999 (97/24)
	Official	I		Annual review of the financial situation 1997
		I	1 day	Activities of the Inter-Agency Procurement Services Office
				Subcontracts awarded and major equipment ordered
				Review and revision of UNDP Financial Regulations and Rules
4	Oral		½ day	UNIFEM (97/18)
5				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A		Review of implementation of the new programming cycle
	Oral	I	½ day	Report on implementation of the first country cooperation framework for Nigeria (97/25)

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Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
6				UNOPS: FINANCIAL, BUDGETARY ADMINISTRATIVE MATTERS
	Official	A	½ day	Revised budget estimates for biennium 1996-1997
	Official	I		Audit reports
				UNFPA SEGMENT
7				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I		Annual financial review, 19
	Official	I	1 day	Status of financial implementation of country programmes
	Official	I		Multi-bilateral and trust f arrangements (97/26)
	Official	I		Progress in implementing the support budget for 1998-199 (97/26)
8				SOUTH-SOUTH COOPERATION
	Official	A	¼ day	"Partners in Population and Development" (96/9)
9	Official	A		COUNTRY PROGRAMMES AND RELA MATTERS
10			½ day	OTHER MATTERS including:
				- Field visits
	Oral	I		- Status report on the Coordinating Committee o Health

Abbreviations: A = action; CRP = conference room paper; I = informa and UNOPS = United Nations Office for Project Services.